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Approved For Release 2001/08/07 : CIA-RDP80-01826R001100100001-2

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FORM 64-6090

DD/P 6/25

1 DEC 1964

Executive Registry

64-8440

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Suitability of Employees for Overseas Service--Roles of the Overseas Candidate Review Panel and the Agent Panel

REFERENCES : (a) Memo dtd 5 June 1964 to DDCI fr IG, subj: Inspector General's Survey of the Office of Personnel (specifically Recommendations Nos. 6 and 13)

(b) Memo dtd 8 Sep 1964 to DDCI fr A-DD/S, subj: Review of Cases of Employees Returned from Overseas Short of Completion of Tour

(c) Memo dtd 4 Sep 1964 to DDCI fr DD/P, subj: Recommendations Nos. 6 and 13 of the Inspector General's Survey of the Office of Personnel

(d) Memo dtd 5 Nov 1964 to ExDir-Compt fr DD/S, same subject

1. This memorandum contains a recommendation for your approval. Such recommendation is contained in paragraph 5.

2. I have carefully reviewed the referenced papers, particularly as they relate to Recommendations Nos. 6 and 13 of the Inspector General's Survey of the Office of Personnel dated 5 June 1964. I believe that it may be helpful to review the roles of the existing Agency mechanisms for coordinated evaluation of the suitability of Agency employees. Such a review is contained in the attached paper.

3. It seems clear to me that it was the intent of the Inspector General to strengthen the Agency's program for evaluating the suitability of all employees scheduled for overseas assignment by extending the existing program to include

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all personnel who have an employer-employee relationship with the Agency rather than limit it to staff employees and staff agents as is now the case. Further, I believe that it was his intent to ensure that post-mortems be conducted on all cases where employees are returned from their overseas assignments prior to the completion of a full tour of duty.

4. I concur in these objectives and for the reasons which I have explained orally to the Deputy Director for Plans, the Inspector General, and the Executive Director-Comptroller believe that these objectives can best be accomplished by assigning responsibility for the evaluation of suitability as follows: Overseas Candidate Review Panel--staff employees, staff agents, and Type A contract employees; Agent Panel (with appropriate assistance from the Support services)--career agents, contract agents, and consultants. However, in recognition of the responsibility of the Deputy Director for Plans for the supervision of all employees assigned overseas, the membership of the Overseas Candidate Review Panel should be expanded to include a single, senior member of the Clandestine Services who will be designated by the Deputy Director for Plans and will be particularly well-qualified to deal with the subject of suitability.

5. I recommend that Recommendations Nos. 6 and 13 of the Inspector General's Survey of the Office of Personnel dated 5 June 1964 be amended and approved as modified by paragraph 4 above.

[Redacted Signature]

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L. K. White  
Deputy Director  
for Support

\*See note on  
following page.

Att: Memo dtd 12 Nov 1964 to DD/S fr D/Pers,  
subj: Recommendations Nos. 6 and 13 of  
the Inspector General's Survey of the Office  
of Personnel, w/atts

CONCUR:

25X1A

[Redacted Signature]  
Richard Helms  
Deputy Director for Plans

22 DEC 1964

Date

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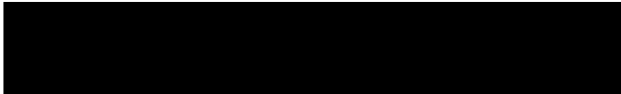
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CONCUR: (Continued)

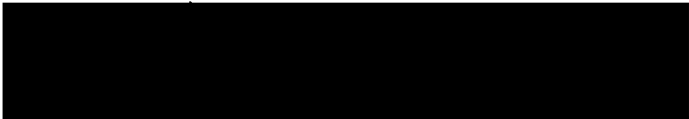
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John S. Earman  
Inspector General

12/30/64  
Date

The recommendation contained in paragraph 5 is approved:

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Lyman B. Kirkpatrick  
Executive Director-Comptroller

12/31/64  
Date

Distribution:

- 0 & 1 - D/Pers w/att
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- 1 - IG w/att
- 1 - ER w/att
- 2 - DD/S w/att (1 w/h)

\*The DD/P has suggested, and I agree, it is not necessary that post-mortems be conducted in regard to those people who have returned prior to a completion of a full tour for approved operational or cover reasons. Also, the DD/P may determine that some staff agent cases are so sensitive that the review should be conducted by the Agent Panel. Such cases will be few in number and most of the staff agent reviews can be conducted by the Overseas Candidate Review Panel.

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R. L. Bannerman

29 DEC 1964

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